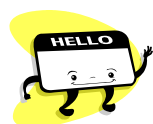


NEWS YOU CAN USE!

From the Division of Data Policy Management and Research
Kentucky Department of Education

January 2006



Your Local Student Identifier

With the release of State Enrollment and the transfer of student data from district to district, we want to make sure that the districts and schools are aware of an issue regarding the locally assigned student number. Regardless of which standard numbering convention you use (SSN vs. 10 digit district assigned, other), the number initially assigned to that student at the point of their original enrollment should not be changed. This could possibly cause students to receive duplicate state student IDs and can cause issues when trying to resolve temporary enrollment codes.

This applies to the district assigned student number not the state student number or SSID.

The attached web link will give you access to the revised 8.0 STIOffice Standards including additional information concerning student number. Please print and distribute to the appropriate staff in your schools and districts.

<http://www.education.ky.gov/KDE/Administrative+Resources/Data+and+Research/Data+Standardization/default.htm>



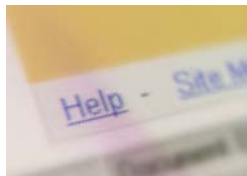
Socio Economic Status Indicator

With the implementation of STIState, KDE can create and submit state and federal reports with data from the state system. Many of these reports are linked to various state funding programs or federal grants and most all of these reports rely on the socio-economic status (SES) of the student population. For example, **SES data from STIState will be used to determine SEEK, E-Rate, Title program funding, and grant applications.**

It is imperative that your SES data is valid and accurate to ensure your district receives the appropriate at-risk funding.

We understand there was concern surrounding the sensitive nature of the data and KDE has asked STI to tighten the security of this information. Beginning with this school year, only the system administrator at the school level has access to view the SES. The administrator can give access to users according to your district's policy. Also, there have been questions about servicing students from other agencies or other school districts, such as vocational students. If you are providing a service to an "at-risk" student, you should code them appropriately. You may only claim meal reimbursement for the students you actually feed.

If you have any questions, please contact the Office of District Support Services, Division of Data Policy Management and Research, (502) 564-5279.



STIState Enrollment Technical Assistance Guide

With any new product, it can be confusing whom to contact when you experience issues. STIState Enrollment is jointly supported by KDE and STI. Below you will find technical scenarios and who to call to receive assistance. Please share this document with attendance clerks, district technology coordinators, STI points of contact and anyone who uses the STIState Enrollment program.

Issue: “Cannot connect to state” Error Message.

Action: Check with the district technical service department. If the issue remains unresolved, call the KETS Help Desk at 866-538-7435.

Issue: Receiving stale data error when trying to enroll a student from another district.

Action: Contact the KETS Help Desk at 866-538-7435.

Note: The district STI point of contact may want to contact the other district to advise them of the error resulting from an uploading or replication problem.

Issue: Enrollment application is giving errors, such as rs.eof or rs.eval.

Action: This is usually a result of a connectivity issue. After exiting the program, log back in to the program. If the problem persists, check with the District technical services. If the issue remains unresolved, contact the KETS Help Desk at 866-538-7435.

Issue: Any issue with the State Student ID or STIState Validation Reports

Action: Contact DPMR at 502-564-5279.

Issue: Receiving temporary enrollments for students within your district that have been withdrawn.

Action: If there is no connectivity to the state, the program will generate an E97. When connectivity is restored and the user logs in again she will prompted to resolve the E97. The resolution will depend on the status of the student in the state locator.

Issue: Cannot enroll student from another district that appears to still be enrolled even though that district has withdrawn them.

Action: This may be a result of a school withdrawing a student through STIOffice as an administrator. The ability to do this will be removed with a Known Issue release before January. If this occurs contact the STI Help Desk at 877.844.0884.

Issue: Enroll a student as a new enrollee, only to find that the student already existed.

Action: Contact the STI Help Desk at 877-844-0884.

Issue: A student does not have an SSID in STIOffice

Action: Contact the STI Help Desk at 877-844-0884.

Any questions regarding this document should be directed to Data Policy Management & Research at (502) 564-5279.



Standardized Course Codes

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In the STIOffice 8.0 release, state course codes were included for schools to use to link to their valid course code file. KDE is advising schools *not* to link those codes. There were several discrepancies in the codes. KDE and EPSB have worked diligently to revise the errors and correct the code file. In the 2006 summer release of STIOffice, the correct codes will be available to link to the Valid Course file. This will be required to be completed by all schools in the fall of 2006. For additional questions, please contact Windy Newton at 502-564-5279.



Kentucky's Student Information System (SIS) Request for Proposal - UPDATE

The Commonwealth of Kentucky Finance and Administration Cabinet issued the Student Information System (SIS) Request for Proposal on December 22, 2005. Proposals are to be delivered to the Finance Cabinet by 4:30 p.m., February 17, 2006. To date, vendors have had the opportunity to submit written questions to the Cabinet and to attend the Vendors Conference on January 17, 2006, for an additional Q&A session. The SIS RFP, including the responses to these vendor questions, may be viewed at the following link:

<https://eprocurement.ky.gov/PrintSolDocTemp/2006031125031.doc>

KDE has identified a diverse team to evaluate the proposals and select a provider. The goal is to award a contract and begin work on implementation of the new system by July 1, 2006. KDE will continue to seek input from the stakeholder representatives as implementation plans are developed.





FTE Information Sessions:

On January 6, 2006, you received correspondence from the Commissioner regarding the impact that the new attendance calculation required by 702 KAR 7:125 will have on your local district attendance policies.

In the letter, the Commissioner mentioned that regional sessions would be scheduled to update school districts on the changes already made to the attendance software as well as proposed changes, and to provide a forum to discuss the impact to your local policy among your peers.

These sessions are intended for Superintendents, Directors of Pupil Personnel, attendance staff and any other interested parties in the district. The KDE will be reviewing the language of the attendance regulation and discussing attendance policy changes that may be necessary because of the implementation of the new attendance calculation. STI will be there to demonstrate STIOffice changes that were necessary because of the attendance calculation change. The session dates and locations are as follows:

February 6th	Jenny Wiley State Resort Park 75 Theatre Ct., Presontsburg, KY
February 7th	Carter Caves State Resort Park 344 Caveland Dr., Olive Hill, KY
February 9th	Grant County Board of Education 820 Arnie Risen Blvd., Williamstown, KY
February 10th	Danville High School - Graveley Hall 203 E. Lexington Ave., Danville, KY
February 13th	Pine Mountain State Resort Park 1050 State Park Rd., Pineville, KY
February 16th	Ohio County High School - Media Center 1400 S. Main St., Hartford, KY
February 17th	Miss Scarlett's Restaurant 708 Complex Dr., Grand Rivers, KY

All sessions will be from 9:00 AM - 12:00 PM local time. Please register by sending one email per district to Michael Speer at Michael.Speer@education.ky.gov, and providing the following information:

- **School District**
- **Name(s) of Attendees**
- **Date and location of session**

If you have additional questions, please contact Yvette Perry at 502-564-3846 or Windy Newton at 502-564-5279.



KTLC Sessions

The 2006 Kentucky Teaching and Learning Conference will be held March 9-11, 2006, at the Kentucky International Convention Center in Louisville, Kentucky. STI and DPMR will be offering a few sessions at the conference. Sessions that will be available include:

- “FTE Attendance and STI” – Presenter, Jane Keys
Friday 1:00 PM – 2:30 PM, Galt House, Beckham Room
- “Calendar Exceptions, Including Preschool and Private School Enrollments” – Presenter, Jane Keys. Friday 8:00 AM – 9:30 AM, Galt House, Beckham Room
- “What Does KDE Do With All That Data?” – Presenter, Michele Kays
Friday, 10:00 AM – 11:30 AM, KICC Room 202

The KTLC official website is <http://www.education.ky.gov/KTLC/default.htm>



Upcoming STI Products Release Schedule:

There will be a release of three STI products to the schools and districts by February 1st.

- STIDistrict Workstation – changes include all 2005-06 export updates for end of year reporting; CATS testing roster; Census update, KEES export to exclude Foreign Exchange, Corrections for PA-15 and PA-17.
- STIEnrollment – changes include gifted data will move with student, option added to allow the transfer of SETS and Health data, remove ability to change student number for E99, student enrolled as E98 because of stale data at the losing school, the student demographic record is populated with the data from the losing school.
- DistrictHealth – addition of District Compliance Report for end of year reporting

Happy New Year!

This and future issues of *NEWS YOU CAN USE!* may be found on the KDE web site. Just go to the Division of Data Policy Management and Research web page at <http://www.kentuckyschools.net/KDE/Administrative+Resources/Data+and+Research/default.htm> and click on “Newsletters”.

Please let us hear from you! Suggestions for newsletter topics may be forwarded to Kathy Ramlee at Kathy.Ramlee@education.ky.gov